



An Equal Opportunity/Affirmative Action Employer

Announcement of Intention to Fill a Job Vacancy

Information Technology Specialist 4 (Database), SG-25

Location: One Commerce Plaza, Albany

Business Unit: Technology Bureau

Negotiating Unit: Professional, Scientific and Technical (PEF)

Please note that a change in negotiating unit may affect your salary, insurance and other benefits.

Salary: \$88,161 - \$111,111

Appointment Status: Permanent

The New York State Department of Financial Services seeks to build an equitable, transparent, and resilient financial system that benefits individuals and supports business. Through engagement, data-driven regulation and policy, and operational excellence, the Department and its employees are responsible for empowering consumers and protecting them from financial harm; ensuring the health of the entities we regulate; driving economic growth in New York through responsible innovation; and preserving the stability of the global financial system.

Under the direction of the Information Technology Team at DFS, the Information Technology Specialist 4 (Database) will be assigned to the Program Management Office and will lead several systems analysis and design initiatives supporting agency business analysis needs within DFS. The incumbent will manage staff participating in all phases of the system development lifecycle in the areas of system analysis and design, system testing and quality assurance, business and technical documentation, and business and technical support. They will provide expertise in the management of data sources, present and future, to include integrations and access with shared applications and reporting platforms. Duties include, but are not limited to:

- Coordinates database change controls to interact with application change management;
- Analyzes proposed applications to determine whether they would require new hardware and/or database software products;
- Facilitates the gathering of business requirements and development of the appropriate deliverables including: Business Requirements Documents, System Requirement Specifications, Use Cases/User Stories, Data Flow and Business Process Diagrams, Screen Mockups, and QA Test Cases while utilizing Jira, MS Visio, and MS Dynamics 365;
- Collaborates on the evaluation of business/system processes, anticipates requirements, uncovers areas for improvement, and develops and implements solutions;
- Conducts "as-is" and "to-be" process workshops with DFS customers;
- Develops business process communications for IT staff, program staff and stakeholders;
- Analyzes the impact of system changes or business processes for stakeholders and developing strategies to support the transition;
- Acts as primary vendor liaison for the diagnosis and resolution of complex database-related software problems;
- Conducts design reviews and addresses deficiencies;
- Writes and tests database utility programs required for database maintenance, recovery and performance management;
- Manages and assists users with User Acceptance testing;

- Schedules and assigns staff to write system documentation and train users on new IT system or business process functions; and
- Performs a full range of supervisory duties.

Appointment method:

Transfer: Candidates must have one year of permanent competitive service in a title eligible for transfer via Sections 70.1 or 52.6 of the Civil Service Law. Information regarding transfer eligibility may be available on the Civil Service Career Mobility Office website at <http://careermobilityoffice.cs.ny.gov/cmo/>.

Please Note that under Civil Service Law, an employee cannot have two consecutive upward 70.1 or 52.6 transfers without an intervening eligible list appointment if such transfers would exceed two salary grades.

To Apply: Interested qualified candidates must submit a resume and letter of interest **no later than June 22, 2023** to the email address listed below. Please include the Box # **(Box ITS4DB-04122)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Ryan Taratus
Box ITS4DB-04122
New York State Department of Financial Services
Office of Human Resources Management
One Commerce Plaza, Suite 301
Albany, NY 12257
Email: ryan.taratus@dfs.ny.gov
Fax: (518) 402-5071

All candidates that apply may not be scheduled for an interview

Public Service Loan Forgiveness

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at response@oer.ny.gov.